



# City of Columbus, Ohio

THIS IS NOT AN ORDER

Solicitation - 90 2010 SA003627

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**Respond before:** 07/07/2010 1:00 pm

**Bid Contact :**

Contract Officer  
Department of Public Service  
Office of Support Services  
109 North Front Street, Ground Floor  
Columbus OH 43215 -  
For inquiries call : (999) 999 9999

GROUP	ITEM	QTY	DESCRIPTION
1	001	1.00 LT	Designing Services

1.0 Scope: The City of Columbus, Department of Public Service is receiving proposals until 1:00 P.M. July 7, 2010, for professional engineering consulting services for Bikeway Development - Bikeway Design Contract / Pedestrian Safety Improvement - Olentangy River Road Shared Use Path project. Proposals are being received by the Department of Public Service, Office of Support Services, 109 N. Front St., Room 301, Columbus, OH 43215. The Department of Public Service is initiating a single procurement effort that will result in the award and execution of two (2) separate engineering design contracts. The intent of these contracts is to provide the Department of Public Service with continuing, contractual access to additional resources that are necessary to perform various professional engineering, survey and technical expertise for the department to complete its capital and operating budget commitments. The Department anticipates funding each of these contracts with appropriations of \$533,000.00 and \$500,000.00 each from the FY2010 Capital Improvements Budget.

An Evaluation Committee will evaluate Consultant proposals, establishing a ranking using the Consultant evaluation form attached. Upon completion of the evaluations, the Evaluation Committee will recommend the two top-rated firms to the Director to receive one and only one of the two contracts. The Director shall make the final determination, based on which firms best fits the needs of the City and the projects for which the contract is to service.

The Consultant is to submit only one proposal for this entire package. The following scope of services provides a brief description of potential project tasks associated with each contract.

The City of Columbus has developed a Bicentennial Bikeways Plan (BBP) which was adopted by City Council on June 2, 2008. The Plan identifies specific bikeways improvement projects located throughout the City. The Division of Mobility Options is responsible for the management and selection of these improvement projects. There are a variety of individual projects to be analyzed and designed as part of these contracts, the first of which is the Pedestrian Safety Improvement - Olentangy River Road Shared Use Path project.

These improvements are mostly within the right-of-way, and will consist of projects identified in the Columbus Bicentennial Bikeways Plan such as shared use paths, bike lanes, and shared routes as well as communications and public involvement related to bicyclist education and encouragement. In addition to yearly spot improvement projects, potential projects (tasks) include, but are not limited to, the following:

- Share the Road Campaign
- Summit Street Bike Lanes
- Fourth Street Bike Lanes
- Bike Parking Shelters
- SR 161 Bikeway Connector Bike Path
- East-West Connector/Sullivant Avenue Corridor
- Olentangy River Road Shared-use Path

The City shall assign tasks to each contract and the Consultant shall provide a scope and cost proposal for each task assigned. The City and the Consultant shall come to agreement on the scope and cost of each task.

It is the responsibility of the Consultant to provide deliverables in a timely manner. Work also includes conducting the necessary traffic engineering analysis to refine BBP recommendations into practical "complete street" solutions. For example, road diets that require the removal of travel lanes must be analyzed for safety and capacity impacts. Tools involve Highway Capacity Manual software and Synchro. Recommendations from the traffic engineering analysis shall be illustrated in a conceptual design with cost estimates prior to construction plan development.

A listing of the specifications and deliverables are available in the attached document. Click 'continue' on the first web page of the solicitation and click on the bid packet.

1.1 Classification: Interested firms may download a copy of the RFP from the City's Vendor Services website. Firms wishing to submit a proposal must meet the mandatory requirements stated in the RFP. Each offeror shall submit with its proposal an active City of Columbus Contract Compliance Certification Number, or a completed application for certification. A pre-proposal meeting will be held on June 22, 2010, at 10:30 a.m. at 1881 E. 25th Avenue. All questions concerning the RFP are to be sent to [capitalprojects@columbus.gov](mailto:capitalprojects@columbus.gov). The last day to submit questions is June 25, 2010, at 10:00 a.m. Responses will be posted on the Vendor Services web site as an addendum. Phone calls will not be accepted.

For additional information concerning this bid go to the City of Columbus Vendor Services web page (<http://vendorservices.columbus.gov/e-proc/>) and view this solicitation number in the "open solicitations" listing.

Additional information:

It is highly recommended that proposals are hand delivered and not mailed as US Mail is not delivered directly to this building.

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1	<b>002</b>	<b>1.00 LT</b>	<b>Designing Services</b>
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"COMMODITY ADDED FOR NOTIFICATION OF REGISTERED VENDORS ONLY. FOR SPECIFICATIONS SEE LINE #1."

**DELIVERY ADDRESS:**

(See below)

**Terms:**

**Pursuant to City of Columbus Code Section 3907.05, all contractors, including subcontractors, who are a party to a contract as defined in C.C. 3901.01, must hold a valid contract compliance certification number.**

For information regarding contract compliance, please contact the Equal Business Opportunity Commission Office at (614) 645 - 4764.

**Equal Opportunity Clause**

(1) The contractor will not discriminate against any employee or applicant because of race, color, religion, sex or national origin. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, or national origin. Such action shall include, but not be limited to the following: employment upgrading, demotion, or termination; rates of pay or other forms of compensation; and selection for training. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices summarizing the provisions of this Equal Opportunity Clause.

(2) The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that the contractor is an equal opportunity employer.

(3) It is the policy of the City of Columbus that business concerns owned and operated by minority and female persons shall have the maximum practical opportunity to participate in the performance of contracts awarded by the CITY.

(4) The contractor shall permit access to any relevant and pertinent reports and documents by the Executive Director for the sole purpose of verifying compliance with this article, and with the regulations of the Equal Business Opportunity Commission Office. All such materials provided to the Executive Director by the contractor shall be considered confidential.

(5) The contractor will not obstruct or hinder the Executive Director or her deputies, staff, and assistants in the fulfillment of their duties and responsibilities imposed by Article I, Title 39.

(6) The contractor and each subcontractor will include a summary of this Equal Opportunity Clause in every subcontract. The contractor will take such action with respect to any subcontract as is necessary as a means of enforcing the provisions of the Equal Opportunity Clause.

(7) The contractor agrees to refrain from subcontracting any part of this contract modification thereto to a contractor not holding a valid contract compliance number as provided for in Article I, Title 39.

(8) Failure or refusal of a contractor or subcontractor to comply with the provisions of Article I, Title 39, may result in the cancellation of this contract.

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**DELIVER TO**

Contract Officer  
Department of Public Service  
Office of Support Service  
109 North Front Street, Ground Floor  
Columbus OH 43215 -